



Los Angeles County AUDIT COMMITTEE

Lori Glasgow, Chair
5th District
Genie Chough, Vice-Chair
3rd District
Louisa Ollague, Chair
1st District
Dorinne Jordan
2nd District
Carl Gallucci, Chair
4th District

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

December 06, 2011

7 December 6, 2011

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

Dear Supervisors:

SUNSET REVIEW FOR THE MUSEUM OF NATURAL HISTORY BOARD OF GOVERNORS (ALL SUPERVISORIAL DISTRICTS) (3 VOTES)

SUBJECT

Request to extend the sunset review date for the Museum of Natural History's Board of Governor's.

IT IS RECOMMENDED THAT YOUR BOARD:

Approve introduction of an ordinance extending the Museum of Natural History's Board of Governor's sunset review date to September 30, 2016.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The Museum of Natural History's Board of Governor's (BOG) was established by the Board of Supervisors (Board) under Los Angeles County Code Chapter 2.94. The Board approved the most recent sunset review extension on March 6, 2001, which expired on September 1, 2005.

Under the County Code, the BOG directs the Museum's operations under the management of the Museum's Director. The duties of BOG include the following:

- Developing and creating policies for the Museum in conjunction with the Museum Director; determining the Museum's goals and programs; and providing general governance and review of Museum operations under the management of the Museum Director.
- Advising the Board on Museum-related matters, including programs and goals.

- Promoting the Museum's image, and its cultural and educational activities to the public.
- Serving as the Museum's representative when working with other regional, national or international institutions, from which the Museum may become a direct or indirect beneficiary.

During this review period, the BOG noted the following accomplishments:

- Helped raise over \$85 million for the Museum's "Next" project, a multi-phase capital improvement project, that includes upgrading the Museum's buildings, installing seven exhibit galleries, and constructing a parking structure and other visitor amenities, such as a café and gift shop.
- Approved the transfer of Native American remains and artifacts from County collections to tribal groups in accordance with federal law.
- Negotiated an expiring site lease with the State to extend the Museum's right to occupy the Museum's main site until the year 2081.
- Worked with the Board to extend the operating/funding agreement between the County and the Natural History Museum Foundation to the year 2081, ensuring adequate funding support for the Museum for the duration of the extended site lease.
- Approved updates to the Museum's Code of Ethics.

FISCAL IMPACT/FINANCING

BOG members do not receive compensation except when required to travel in the performance of their duties, they then are reimbursed for necessary travel expenses. During this evaluation period, the BOG did not incur any expenses.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The BOG has 15 members; three appointed by each Supervisor. BOG members also serve as ex-officio members of the Board of Trustees of the private Natural History Museum Foundation which meets quarterly. The BOG and the Board of Trustees provide oversight for the Museum's use of both Foundation and County resources.

Although the County Code does not specify how frequently the BOG should meet, the BOG's bylaws call for annual meetings. The annual meeting is primarily intended to update County exhibits/collections, and to discuss matters of special interest to the County. Regular and special meetings are scheduled on an as-needed basis. The BOG met four times between July 2007 and September 2009, with an average attendance of 7.8 (52%) members. The BOG indicated that its low average attendance is partly due to unfilled vacancies, which have been partially addressed by recent Board appointments. Although, the average attendance was low, the BOG successfully fulfilled its duties.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

For the next evaluation period, the BOG's objectives are to:

- Continue associations with the community, the County and the Foundation to enhance Museum

success.

- Continue public outreach and fundraising for the Museum's "Next" capital improvement project.
- Assist with planning and implementing the Museum's 2013 centennial activities.

Respectfully submitted,

A handwritten signature in black ink that reads "Lori Glasgow". The signature is written in a cursive, flowing style.

LORI GLASGOW

Chair

LG:tpk

Enclosures

c: Richard S. Volpert, President, Board of
Governors, Natural History Museum
Dr. Jane G. Pisano, Director, Natural History
Museum
Wendy L. Watanabe, Auditor-Controller
Sachi A. Hamai, Executive Officer of the Board
Janet Logan, Chief of Board Operations
Angie Johnson, Chief of Commission Services



COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER

KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 525
LOS ANGELES, CALIFORNIA 90012-3873
PHONE: (213) 974-8301 FAX: (213) 626-5427

WENDY L. WATANABE
AUDITOR-CONTROLLER

ASST. AUDITOR-CONTROLLERS

ROBERT A. DAVIS
JOHN NAIMO
JAMES L. SCHNEIDERMAN
JUDI E. THOMAS

August 9, 2011

TO: Audit Committee

FROM: Wendy L. Watanabe
Auditor-Controller

SUBJECT: **SUNSET REVIEW FOR THE MUSEUM OF NATURAL HISTORY
BOARD OF GOVERNORS**

RECOMMENDATION

The Audit Committee recommend to the Board of Supervisors (Board) to extend the Museum of Natural History's (Museum) Board of Governors (BOG) sunset review date to September 30, 2016.

BACKGROUND

The Board established and has continued the BOG pursuant to Los Angeles County Code Chapter 2.94. The Board approved the most recent sunset review extension in March 2001.

Under the County Code, the BOG directs the Museum's operations under the management of the Museum's Director (Director). The BOG's duties also include:

- Creating policies for the Museum in conjunction with the Director, and determining the Museum's goals and programs (e.g., exhibits, facility improvement projects, etc.).
- Advising the Board on Museum-related matters, including programs and goals.
- Promoting the Museum's image, and its cultural and educational activities to the public.

*Help Conserve Paper – Print Double-Sided
"To Enrich Lives Through Effective and Caring Service"*

- Serving as the Museum's representative when working with other regional, national or international institutions, from which the Museum may become a direct or indirect beneficiary.

Although the County Code does not establish a meeting frequency for the BOG, the BOG's bylaws state that the BOG should meet annually. The annual meeting is primarily intended to update County exhibits/collections, and to discuss matters of special interest to the County. BOG members also serve as ex-officio members of the Board of Trustees of the private Natural History Museum Foundation (Foundation), which meets quarterly. The Board of Trustees and BOG provide oversight for the Museum's use of both Foundation and County resources.

The BOG has 15 members, three appointed by each Supervisor. BOG members do not receive compensation. During the review period, the BOG did not incur any expenses.

JUSTIFICATION

The BOG met four times between July 2007 and September 2009 (approximately twice a year), with an average attendance of 7.8 (52%) members. The BOG indicated that its low average attendance is partly due to unfilled vacancies, which have been partially addressed by recent Board appointments. We noted that, although the BOG's average attendance was low, the BOG successfully fulfilled its duties.

The BOG's accomplishments during the review period included the following:

- Helped raise over \$85 million for the Museum's "Next" project, a multi-phase capital improvement project, that includes upgrading the Museum's buildings (built in the early 20th century), installing seven exhibit galleries, and constructing a parking structure and other visitor amenities, such as a café and gift shop.
- Approved the transfer of Native American remains and artifacts from County collections to tribal groups in accordance with federal law.
- Negotiated an expiring site lease with the State to extend the Museum's right to occupy the Museum's main site until 2081.
- Worked with the Board to extend the operating/funding agreement between the County and the Foundation to 2081, ensuring adequate funding support for the Museum for the duration of the extended site lease.
- Approved updates to the Museum's Code of Ethics.

The BOG's objectives for the next review period are to:

- Continue associations with the community, the County and the Foundation to enhance Museum success.
- Continue public outreach and fund raising for the Museum's "Next" capital improvement project.
- Assist with planning and implementing the Museum's 2013 centennial activities.

Please call me if you have any questions, or your staff may contact Robert Campbell at (213) 253-0101.

WLW:JLS:RGC:TK

Attachments

c: Richard S. Volpert, President, Board of Governors, Natural History Museum
Dr. Jane G. Pisano, Director, Natural History Museum
Janet Logan, Chief, Board Operations
Angie Johnson, Chief, Commission Services

SUNSET REVIEW
MUSEUM OF NATURAL HISTORY BOARD OF GOVERNORS
REVIEW COMMENTS

Mission. (Does the mission statement agree with the Board of Supervisors' purpose and expectations?)

The stated mission is as set forth in the Board of Supervisors order establishing the Board of Governors (BOG). **CONCUR.**

Section 1. Relevance. (Is the mission still relevant and in agreement with the Board of Supervisors' purpose and expectations?)

The BOG creates Museum policies, goals and programs; provides management oversight for Museum operations; advises the Board of Supervisors (Board) on Museum operations; and promotes the Museum.

The BOG's mission appears to be **RELEVANT.**

Section 2. Meetings and Attendance. (Are required meetings held and is attendance satisfactory?)

Although BOG meeting frequency is not stated in the County Code, the BOG's bylaws state that the BOG should meet annually. The BOG met four times between July 2007 and September 2009 (approximately twice a year), with an average attendance of 7.8 (52%) members. The BOG indicated that its low average attendance is partly due to unfilled BOG vacancies, which has been partially addressed by recent Board appointments. We noted that, although the BOG's average attendance was low, the BOG successfully fulfilled its duties.

The BOG's meeting frequency is **SATISFACTORY**, while the BOG's attendance is **UNSATISFACTORY.**

Sections 3 and 4. Accomplishments and Results. (Are listed accomplishments and results significant?)

During this review period, the BOG's accomplishments included the following:

- Helped raise over \$85 million for the Museum's "Next" project, a multi-phase capital improvement project, that includes upgrading the Museum's buildings (built in 1913 and 1920's), installing seven exhibit galleries, and constructing a parking structure and other visitor amenities, such as a café and gift shop.
- Approved the transfer of Native American remains and artifacts from County collections to tribal groups in accordance with federal law.

- Negotiated an expiring site lease with the State to extend the Museum's right to occupy the Museum's main site until 2081.
- Worked with the Board to extend the operating/funding agreement between the County and the Foundation to 2081, ensuring adequate funding support for the Museum for the duration of the extended site lease.
- Approved updates to the Museum's Code of Ethics.

The BOG's accomplishments and results are **SIGNIFICANT**.

Section 5. Objectives. (Are the objectives compatible with the mission and goals and relevant within the current County environment?)

The Commission's objectives for the next review period are to:

- Continue associations with the community, the County and the Foundation to enhance Museum success.
- Continue public outreach and fund raising for the Museum's "Next" capital improvement project.
- Assist with planning and implementing the Museum's 2013 centennial activities.

The Board of Governors' future objectives appear **RELEVANT**.

Section 6. Resources. (Are the resources utilized by the entity in support of the entity's activities warranted in terms of the accomplishments and results?)

BOG members do not receive compensation. During the review period, the BOG did not incur any expenses.

The BOG's expenses appear to be **WARRANTED**.

Section 7. Recommendation.

EXTEND THE SUNSET REVIEW DATE FOR THE MUSEUM OF NATURAL HISTORY BOARD OF GOVERNORS TO SEPTEMBER 30, 2016.

**Museum of Natural History Board of Governors
Attendance Record**

Commissioner	Nominated by:	9/30/07	9/30/08	12/31/08	9/30/09	Totals	% Attended
Number of Meetings per Quarter							
Carlos C. Barron	1st District	1	1	1	1	4	
Mark Wayne Dundee	1st District	1	1	1	1	1	100%
Julio Ramirez, Jr.	1st District	0	0	1		4	100%
Nicholas H. Stonnington	1st District	1	1	1	1	1	33%
Kenneth W. Bentley	2nd District	1	0	0		4	100%
Shannon L. Faulk	2nd District			1	0	1	33%
Marilyn F. Solomon	2nd District	1	0	0		1	50%
Vacant	2nd District	0	0		0	1	33%
Vacant	2nd District				0	0	0%
David Comsky	3rd District	1	0			1	50%
Ki Suh Park	3rd District	1	1	1	0	3	75%
Robert Simonds	3rd District				1	1	100%
Richard S. Volpert, Esq.	3rd District	1	1	1	1	4	100%
Vacant	3rd District			0		0	0%
Arun K. Bhumitra	4th District	0	1	1	1	3	75%
Howard E. Chambers	4th District	1	0	1	0	2	50%
Curtis C. Jung	4th District	0	0	0	1	1	25%
Simon Wen Shao	5th District	1	0	1	0	2	50%
Bettina Korek	5th District	0	0	1		1	33%
Richard Sun	5th District	0	0	0	0	0	0%
Vacant	5th District				0	0	0%
Totals		9	5	10	7	31	
Average Attendance per Meeting						7.8	

Legend:

■ Vacancy filled or Commissioner did not serve during this period.